

**WYOMING BOARD OF COSMETOLOGY
BOARD MEETING
November 18, 2013**

Location: Parkway Plaza
Senate Room
Casper, Wyoming

Time: 9:00 a.m.

President Brenda Schwartzkopf called the meeting to order at 9:00 a.m.

Roll call:

President Brenda Schwartzkopf, Vice President Christine Chesser, Board Members; Dennis Schildhauer, and Tregay (Pinky) Chesser were present. Board member Diane Pennington was excused. Also in attendance were Executive Director Betty Abernethy, Inspector Matt Cisneros, Administrative Assistant, and Sharon Bennett.

Chris Chesser made a motion to deviate from the agenda if needed, seconded by Dennis Schildhauer, motion carried.

Chris Chesser made a motion to approve the minutes of the July 22, 2013, Seconded by Dennis Schildhauer, motion carried.

President Brenda Schwartzkopf asked, since Tregay (Pinky) Chesser was completing the incomplete term of Secretary Judy Stellpflug, would she be willing to act as Secretary until formal elections were held. Pinky agreed.

Executive Director Report:

Betty presented financial statements July through October. Betty reported on the B-11 request of additional funds from our reserve fund to be placed into our current spending authority. This was necessary due to errors made during preparation by the budget division. This put the funds into the 200 series of operational expenses rather than in 100 series of salaries. This better reflects our budget for travel and operations. This was signed by the Governor.

There was a staff meeting held in Cheyenne on October 28, Brenda Schwartzkopf and Dennis Schildhauer attended at the request of the Betty. They helped with review of basic operations and how to move forward with new procedures and internal operations. Better ways to meet the strategic plan for inspections, etc.

Inspectors Report:

A written report from the Inspectors Brenda Mathre and Matt Cisneros was presented to the board. Report was from January 1, 2013 through November 15, 2013. The new procedures are now in place to better facilitate new salons and get them open in a timely manner and not duplicate travel unnecessarily.

Unfinished Business:

Dennis reported on the NIC Annual conference held in Denver, Betty, Sharon and Brenda Mathre also attended. They all felt the classes and meetings were very beneficial. Overall everyone felt it was worth their time, very educational and a good overall time was had by all.

Dennis was elected to serve the 2013/14 year as the Region 3 Director. This is always a benefit to Wyoming to have someone with serving at the national level.

New Business:

The application review committee recommended to the Board, that the applications for Jodi Stebbings, United Kingdom, meet the requirements to sit for the Esthetics exam, as well as Alla Odyne from the Ukraine. The motion was made by Dennis Schildhauer, seconded by Chris Chesser, motion carried. The applicants will be notified by mail as to their approval to take both the written and practical esthetics examination.

Betty reported that she had asked the office of the Attorney General to see what options were available for the Board to draft legislation to place "Post Secondary Education" legally on school licenses. This seems to be a requirement for the Federal Department of Education, for accredited schools to receive Federal Title 4 monies. The Attorney General ruled that it is not the Board's responsibility or oversight to provide an avenue for funding. This would be up to schools to do so. We will no longer pursue this for legislative action.

Betty also reminded the Board the cost of Exams has now gone up from \$15.00 per written and \$15.00 per practical examination to \$18.00 per written and \$20.00 per practical examination. During the next rule change, examination fee increase needs to be looked at and determined if an increase is necessary.

NIC All regional meeting will be held March 14-16, 2014 in Las Vegas. There will be an administrators meeting on Friday, the 14th, opening social event of the evening of the 14th, full educational program on the 15th and ½ day on the 16th. The motion was made by Chris Chesser, Seconded by Dennis Schildhauer, for Betty, Brenda Schwartzkopf and Pinky to attend if budget will allow. Dennis will be attending in his formal position as region director. Motion carried.

Recognize any individual wanting to address the board.

There was no one requesting time before the Board.

Executive session: Chris Chesser made the motion to go into Executive Session, seconded by Dennis Schildhauer to discuss a personnel matter.

Meeting Reconvened: The open meeting was reconvened at 10:50 a.m. No action was required as a result of the Executive Session.

With no further business before the Board, Chris Chesser made the motion to adjourn, seconded by Dennis Schildhauer, motion carried.

Meeting adjourned at 10:55 a.m.

Respectfully submitted:

Tregay (Pinky) Chesser

TC:ba